

Registrar's Office
5345 Atlanta Highway
Montgomery, AL 36109
Fax#: 334-386-7244
E-mail: registrar@faulkner.edu

DEGREE COMPLETION LETTER REQUEST

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Completion letters are for students who have completed degree requirements but who are not scheduled to graduate until the end of the semester.

**If you applied to graduate in a previous semester, and were approved, do not use this form; you will need to request a transcript (www.getmytranscript.org)

Due to the high volume of request forms, please allow three (3) business days for processing.

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PLEASE PRINT

Student Name: _____ ID#: _____

E-mail _____ FAX _____ MAIL _____

Company: _____

Attention: _____

Address: _____

City, ST, Zip: _____

E-mail: _____

FAX#: _____

Student's Signature: _____ Date: _____